

Information Technology Advisory Board

MEETING MINUTES

ATTENDEES:

Betty Rottmann, Chairman
Mike Benzen
Matt Blotevogel
Lew Davison
Fred Evermon
Sam Foursha
Carol Knight
Paul Peterson
Rex Peterson
Jim Roggero
Cindi Rutherford
Dave Schroeder
Larry Seneker
Don Slinkard
Bruce Vieweg
Tony Wening
Chris Wilkerson
Rise' Williamson
Mary Willingham

OPENING REMARKS:

Betty Rottmann, Chairman, called the ITAB meeting to order at 8:30 a.m. on January 20, 1998 in the Interpretive Center of the Secretary of State's Office. She mentioned several revisions to the agenda and asked if anyone had any others.

APPROVAL OF MINUTES

1. Approval of the December 17, 1997, Information Technology Advisory Board Meeting Minutes

Betty asked for additions, deletions or corrections to the December 17, 1997 ITAB meeting minutes. Motion was made to approve the minutes and seconded. Minutes were approved.

ACTION REQUIRED: None

GENERAL BUSINESS

1. CIO Update (Mike Benzen)

a. Mike asked each agency if they had submitted a technology budget item for FY99 and the status of that item.

b. He indicated that he was currently involved with the Missouri Automated Child Support System (MACSS) project at the request of the Governor's office. Mike provided a brief overview of the project objectives and his involvement.

c. At the request of the OA Budget & Planning office, OIT will be developing processes to ensure that IT requests are directly tied to a Department's strategic plan, an appropriate risk assessment is completed and consistent project management methods and guidelines are applied. In addition, OIT will provide guidelines for a Project Management certification program for state employees. OIT will be responsible for oversight of these processes.

d. Mike indicated he does not want to get in the agency's way but it is important to raise the comfort level of OA. He wants participation of members of ITAB to make this request work. This will increase the likelihood of getting project funding. Position is in CIO's budget. Will get Governor's go ahead.

ACTION REQUIRED: Mike will speak with various IT members about this position.

2. SAM II Update (Jim Schutt)

No SAM II representative present.

ACTION REQUIRED: Some agencies did not receive any information on the technical specifications for SAM II. Betty will request appropriate information for the next meeting.

3. ARCHITECTURAL STANDARDS (Chris Wilkerson)

Chris mentioned the next meeting will be February 3, 1998, in the 12th floor conference room in the Jefferson Building. Please review material prior to the meeting. If you need material contact Chris for copies.

ACTION REQUIRED: Some agencies did not get notified of this meeting. Chris will check and make sure everyone gets the information needed. Committee should review information.

4. Year 2000 (Dave Schroeder)

Dave gave an update on Year 2000 status and mentioned that a meeting will be held next week with agency coordinators.

ACTION REQUIRED: Agencies to provide monthly status reports to OIT.

5. Data Center Consolidation (Gerry Wethington)

Gerry was unable to attend. Mike Benzen talked about the problems in the last few months. Don Slinkard (DOLAR) spoke about the issue also. It appeared to be a router problem. They are now on copper and it is running fine.

Consolidation is physically complete. Did not go without problems.

ACTION REQUIRED: None - informational.

6. Prime Vendor (Larry Seneker)

Have not met this month. Handed out contract reminders about the proper procedure when ordering off the Prime Vendor contract. Chris Wilkerson mentioned it is not legal to order educational priced software packages. Mike Benzen also spoke about pirated software or education software at low prices. He stated most of this is illegal. To be safe, order off prime vendor contract.

Mike Benzen reported UNISYS announced they are getting out of the PC business. Not going to manufacture any more. They are on the prime vendor contract and probably will be removed.

ACTION REQUIRED: None - informational.

7. Help Desk Report (Betty Rottmann)

Betty discussed DESE's plan to discontinue use of the Help Desk service. Most of it is due to non-use by staff members. It was decided it was not cost effective. We will no longer report on this item.

ACTION REQUIRED: Remove from agenda.

8. Informational Technology Education Advisory Committee (Jim Roggero)

Jim reported the Committee will be meeting later this week. They are in the process of finalizing the proposal. Call Jim or Cindi Rutherford if you would like to provide input. Chris Wilkerson mentioned he has two openings for an Application Developer II class. Call Chris if you have anyone to fill these slots.

ACTION REQUIRED: Jim will have proposal ready by next month. Also, notify Chris if there is anyone to fill the two open slots for training.

9. MOREnet (Tony Wening)

Not any change since last meeting. Tony did mention they are working with AT&T to get the DS3 fully operational out of Columbia.

ACTION REQUIRED: None - informational.

10. Statewide Purchasing Update (Larry Seneker and Dave Schroeder)

No new information.

ACTION REQUIRED: None - informational.

11. Network Consolidation Study (Mike Benzen)

Gail will have specifications to Lew Davison and Bill Mitchell and then will have to do some rewrites. Will bring copies to ITAB.

ACTION REQUIRED: None - informational.

12. Personnel Committee (Joyce Backes)

No report.

ACTION REQUIRED: None

REPORT ON PLANNED/ACTIVE BIDS

Nothing to report.

REVIEW OF ACTION ITEMS

Nothing to report.

OTHER DISCUSSION:

Betty mentioned a program to promote Information Technology in K-12 working with a group in Jackson and Johnson counties, as well as CMSU on a Pilot Technology Academy for high school students. Will include 10 students from Jefferson City, Columbia and the Lake area. They will participate over the summer. Betty and Paul Wright will also do presentations for the Missouri Business Week sponsored by the Missouri Board of Realtors.

Next meeting is Wednesday, February 25, 1998 at the Secretary of State's Interpretive Center.